

**THE MINUTES OF THE  
NORFOLK ARCHITECTURAL REVIEW BOARD  
JANUARY 25, 2016**

On January 25, 2016 at 4:00 p.m., a meeting of the Norfolk Architectural Review Board was held in the 10th Floor Conference Room, City Hall Building. Those in attendance were:

**MEMBERS PRESENT:**

Mr. Lyall (Chairman), Mr. Thomas, Mr. Rutledge, Ms. Pollard, Mr. Glenn, Mr. Klemt, Ms. Gustavson, Mr. Gould

**MEMBERS ABSENT:**

Mr. Hoffler

**STAFF:**

Mr. Newcomb, Ms. McBride, Mr. Simons, Ms. Pollock-Hart

**I. Call to Order**

Mr. Lyall called the meeting to order.

**II. Roll call**

Mr. Newcomb called the roll. (Quorum present)

**III. Consent Agenda**

a. Meeting minutes – January 11, 2016

Mr. Klemt made a motion to approve the minutes as presented. Ms. Gustavson seconded the motion. The Board voted aye.

- b. 401 Granby Street – Lamia’s Crepes – Outdoor dining encroachment

After review of drawings, photographs and detailed specifications, Mr. Klemt made a motion to approve the application as presented. Mr. Glenn seconded the motion. The Board voted aye.

- c. 265 Granby Street – Tropical Smoothie Café – Business signage

Ms. Gustavson asked that the item be removed from the consent agenda.

- d. 100 E. Main Street – The Main – sign package

After review of drawings, photographs and detailed specifications, Mr. Klemt made a motion to approve the application subject to: a special exception must be obtained. Mr. Glenn seconded the motion. Mr. Lyall, Ms. Gustavson, Ms. Pollard, Mr. Thomas, Mr. Glenn, Mr. Klemt and Mr. Gould voted aye. Mr. Rutledge abstained.

#### IV. **Continued Applications** (None)

#### V. **Certificate of Appropriateness**

##### **Downtown Historic Overlay**

- a. 401 Granby Street – Lamia’s Crepes – Outdoor dining encroachment  
(**Approved on consent**)
- b. 265 Granby Street – Tropical Smoothie Café – Business signage

Drawings and photographs were presented and Ms. McBride reviewed the application. She noted that the applicant’s corporate logo had changed. The LED channel letters will be mounted flush to the storefront. The letters are green, orange and yellow and will have a black border.

Ms. Pickrell appeared before the Board. Ms. Gustavson expressed concern with the height of “Café” and that proportionately there should be more white space at the top and the bottom. Ms. Pickrell noted that “Café” is actually 28.75 inches and the white space is 36 inches. She added that if they reduced the size of “Café” that the other letters would also have to be reduced.

Mr. Klemt made a motion to approve the application as presented. Mr. Glenn seconded the motion. Mr. Glenn, Mr. Gould, Mr. Klemt, Ms. Pollard, Mr. Rutledge, Mr. Thomas and Mr. Lyall voted aye. Ms. Gustavson voted no.

## **VI. Design Review**

### **Private Projects**

- a. 519 Front Street – Renovations for a Development Certificate & building encroachment

Drawings, photographs, material sample and site plan were presented and Ms. McBride briefly reviewed the building's history.

Mr. Simons explained that when they have an application for a Downtown Development Certificate not in a local historic district that asks for development waivers, it has to come before the Architectural Review Board for review and recommendations. He then briefly explained the development standards and waivers for this project. The applicant is applying for historic tax credits so the renovation and design must comply the Virginia Department of Historic Resources requirements.

Mr. Simons reviewed the application. The project proposes conversion of a vacant historic warehouse into 57 multi-family apartment units. The original windows that were blocked over will be returned to windows. The building's first floor plate will be raised 6 feet above grade in order to comply with FEMA requirements. There will be 1.3 parking spaces per unit.

Mr. Thomas noted that the Urban Land Study recommended public access to the water. He asked Mr. Molzahn if the applicant was aware of this and if he would consider adding a walkway. Mr. Molzahn stated that they've rebuilt the wharf area, added riprap and complied with the Army Corps of Engineers requirements. He stated that there wasn't a lot of extra room for a walkway and questioned whether the Virginia Department of Historic Resources would approve one. He added that it might cause the loss of a substantial amount of parking. Mr. Rutledge noted that if there is photographic evidence that something existed, even if it was a wood walkway, the Virginia Department of Historic Resources would probably approve a pedestrian walkway.

Mr. Thomas asked Mr. Reidy if he would agree to add a walkway for pedestrian access. Mr. Reidy stated that public access to the water is an important issue and they

are not opposed to adding a walkway. However, he stressed that they are trying to take a building that's been a blight on the City of Norfolk for 45 years and turn it into something that's usable. In addition, he added that they have spent a lot of time working with the City of Norfolk, Virginia Department of Historic Resources, FEMA and the Army Corps of Engineers to try and bring the project forward. He expressed frustration because they have spent a lot of time meeting with these various agencies to get to this point and no one has mentioned anything about a walkway and pedestrian access. Mr. Newcomb stated that staff would be glad to meet with them to help find a solution.

Mr. Thomas made a motion to deny the application as presented. Mr. Klemt seconded the motion. Mr. Glenn, Mr. Gould, Mr. Klemt, Mr. Rutledge, Mr. Thomas, Ms. Gustavson and Mr. Lyall voted aye. Ms. Pollard abstained.

#### Public Projects

a. 501B Boush Street – ODU – Business Signage

Drawings and photographs were presented and Ms. McBride briefly reviewed the application. Old Dominion University will use a portion of the building and they will add new signage using their logo and colors. The letters will be individually pinned on the face of the building and internally lit. There will be a total of three signs: one on the east brick wall; one on the north brick wall; and one over top of the entrance door.

Mr. Rutledge made a motion to approve the application as presented. Mr. Klemt seconded the motion. The Board voted aye.

b. 1901 E. Ocean View Avenue – Building renovations for a senior center

No action taken. The application was continued.

Drawings and photographs were presented and Ms. McBride reviewed the application. The former bank building will be renovated and modified to accommodate a center for senior citizens. Modifications include:

On the east and west facades, an egress stairwell and storage area will be added. Two new windows will be added on the east side. The south teller drive-thru will become the main entrance with a double door and side lights. An exit door will be eliminated and filled in with the same siding. Several interior rooms will be adapted and repurposed to serve as a vestibule, an arts and crafts room, a classroom, a

computer room, a sprinkler room, an office, a front desk and a great room.

Mr. Lyall asked that the applicant consider alternative treatments for the large blank wall where storage will be added. Mr. Schnekser said they could do that for the storage side but not the stair side due to the fire ratings. The Board also asked to see plans for proposed signage.

- c. 100 E. Main Street – The Main – Sign package  
(**Approved on consent**)

**VII. Discussion** (None)

**VIII. Public Comments** (None)

**IX. New Business** (None)

- a. Proposed change to Chapter 9 Sections: 9-2.3 (f) and 9-2.3 (f)(4)

Ms. Pollock-Hart explained the proposed text amendments to the Board.

Norfolk Historic Landmarks:

Language will be added to clarify that the designation is for any property not already located in a Historic District or Historic Overlay.

Language will be added to provide some flexibility in the use of buildings that are designated as Historic Landmarks. The buildings would be permitted to be used in a commercial or residential capacity by Special Exception.

Mr. Klemt made a motion to approve the amendments provided that an appeal process is established. Ms. Pollard seconded the motion. The Board voted aye.

- b. Elections for Chair and Vice Chair

Mr. Glenn made a motion to elect Ms. Gustavson as Chairman of the Architectural Review Board. Ms. Pollard seconded the motion. The Board voted aye.

Mr. Lyall made a motion to elect Mr. Klemt as Vice Chairman of the Architectural Review Board. Mr. Glenn seconded the motion. The Board voted aye.

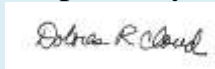
**X. Old Business** (None)

**XI. Approval of the minutes:** January 11, 2016  
**(APPROVED ON CONSENT.)**

**XII. Adjournment**

There being no further business to discuss, the meeting adjourned at 5:30 p.m.

Respectfully submitted,

A small rectangular box containing a handwritten signature in cursive script, which appears to read "Dolores R. Cloud".

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Dolores R. Cloud, Deputy City Clerk/Stenographic Reporter